

**IFNA Minutes  
Board of Directors -  
Conference Call  
September 12, 2019  
11:00a – 1:00p EDT**

1. Please join my meeting.  
<https://global.gotomeeting.com/join/538727597>

2. Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

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**The Mission of the International Family Nursing Association (IFNA) is to Transform Family Health by:**

1. Serving as a unifying force and voice for family nursing globally;
2. Sharing knowledge, practices, and skills to enhance and nurture family nursing practice; and,
3. Providing family nursing leadership through education, research, scholarship, socialization and collegial exchange on all aspects of family nursing.

Attendees:	Kathy Knafl, Sandra Eggenberger, Wendy Looman, Veronica Swallow, Jane Lassetter, Sonja Meiers, Cristina Garcia-Vivar, Lindsay Smith, Petra Brysiewicz, Veronica Lambert Staff: Debbie Zaparoni and Beth Kassalen
Unable to Attend:	Marie Louise Luttk
Guests:	
Minutes compiled by:	Sandra Eggenberger

Agenda Topic:	<b>Welcome / Announcements Board Exchange / Networking (S. Meiers)</b>
Discussion:	Welcome and introduction to new members: Veronica Lambert, Petra Brysiewicz and Lindsay Smith. Veronica Lambert shared her focus on children and families in research, practice and education. Families managing diabetes and epilepsy have been a priority. Children and health care services in Ireland are current emphasis. Developing capacity for social care in research networks is also part of role. Her IFNA work with board liaisons and UK-Ireland chapter were discussed. Petra Brysiewicz shared her focus in emergency care and acute illness in South Africa. Her expertise is qualitative research with education and research in the acute care setting with family focus. Current priorities include mentoring and building health care systems' capacity for family care in health care systems. She has been developing South Africa's awareness and practices with family nursing. Lindsay Smith shared his academic background at U of Tasmania. His focus has been encouraging a focus on family strengths and shifting from the individual to the family in current academic, practice and research. The significance of child and family health and well-being is central to his work. Tasmania and Australia governmental practices with a child-family focus are a priority. The benefit of global directors with a lifespan focus was noted by Sonja Meiers.
Follow up:	
Person Responsible:	
Deadline:	

Agenda Topic:	<b>Approval of prior minutes (S. Meiers)</b>
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Motion to Approve	Edits and suggestions to August board meeting minutes noted. KK recommended approval of minutes with revisions. Jane Lassetter seconded. Minutes approved with revisions.
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Agenda Topic:	<b>Financial Board Report (Kathy Knaf)</b>
Discussion:	<p>Treasurer’s report reviewed; however, International Family Nursing Conference finances continue to be in flux. We are still waiting for the final on conference expenses, but have a final accounting of conference income:</p> <ul style="list-style-type: none"> <li>• \$176,375 in registration</li> <li>• \$70,925 in sponsorship and contributions</li> </ul> <p>Based on those figures, about 71% of our conference income is from registrations and 29% from sponsorship and contributions. Based on preliminary conference expense estimates, we would not have realized a profit on the conference without our sponsorship and contribution income. We had \$60,200 in sponsorship income, with sponsorship coming from 30 institutions/companies and two individuals. School sponsorship included those of four BOD members. We had individual sponsorship from one BOD member. RAC had set a sponsorship goal of 70K, so they did not meet their goal. 41 IFNA members (about 10% of our membership) contributed to the HFFN initiative for a total \$7700. Contributors included six BOD members, four of whom had sponsoring schools. RAC had set an HFFN goal of \$10,000, so they did not meet the goal.</p> <p>The 2016-2019 Strategic Plan had set a goal of 100% participation in BOD member giving; this goal was not achieved through conference sponsorship/contribution giving. A final report of the IFNC14 finances and IFNA financial status should be ready by next month.</p> <p>Board discussed the Silent Auction: funds generated, time expenditure, purpose, possible cultural differences and overall benefits. Board discussed the development of the silent auction and current demands and responsible committee/parties. Purposes such as financial income and social connectedness were explored. Possibilities of focusing on global items for the silent auction at IFNC15 were noted.</p>
Follow up:	The future directions of silent auction and weighing the benefits and outcomes was referred to the Conference Planning Committee with collaboration with Resource Advancement Committee.
Person Responsible	Sonja Meiers will forward these recommendations to the CPC for further explore at next CPC meeting.
Deadline	

Agenda Topic:	<b>Review Article IV Officers and Directors of IFNA Bylaws</b>
Discussion:	Documents are now available for orientation to the Board and Bylaws. Sonja Meiers provided brief orientation to continuing Officers and Directors. Brief discussion of strategies, responsibilities, and duties with incoming Officers and Directors. As documents being reviewed, Petra Brysiewicz declared her responsibility as an editor International Emergency Nursing Journal (IENJ), noting a potential Conflict of Interest per the Bylaws. The limited focus on family health and nursing with families in this setting and journal were discussed. BOD members reviewed and noted this potential conflict of interest. However, this clinical journal is not a family nursing specific journal, no conflict is projected. Board also noted the history of this guideline and the need to possibly revisit with the next bylaws revision. The importance of the bylaws to processes and IFNA was emphasized.
Follow up:	S. Meiers will note this discussion item for the next bylaws committee.
Person Responsible:	SM
Deadline:	

Agenda Topic:	<b>Board Liaison Assignments</b>
Discussion:	<p><b><u>Awards Committee</u></b>  <b>Co-Chair:</b> Norma Krumwiede – <a href="mailto:norma.krumwiede@mnsu.edu">norma.krumwiede@mnsu.edu</a>  <b>Co-Chair:</b> Barbara Preusse – <a href="mailto:preu@zhaw.ch">preu@zhaw.ch</a>  <b>Board Liaison:</b> Marie Louise Luttk – <a href="mailto:m.l.a.luttk@pl.hanze.nl">m.l.a.luttk@pl.hanze.nl</a></p> <p><b><u>Bylaws Committee</u></b>  <b>Chair:</b> VACANT  <b>Co-Chair:</b> VACANT  <b>Board Liaison:</b> Carole Robinson – <a href="mailto:carole.robinson@ubc.ca">carole.robinson@ubc.ca</a></p> <p><b><u>Communications Committee</u></b>  <b>Co-Chair:</b> Janice M. Bell – <a href="mailto:jmbell@ucalgary.ca">jmbell@ucalgary.ca</a>  <b>Co-Chair:</b> VACANT  <b>Board Liaison:</b> Wendy Looman – <a href="mailto:looma003@umn.edu">looma003@umn.edu</a></p> <p><b><u>Conference Committee</u></b>  <b>IFNC14 (2019)</b>  <b>Co-chair :</b> June Horowitz – <a href="mailto:jhorowitz@umassd.edu">jhorowitz@umassd.edu</a>  <b>Co-chair:</b> Veronica Swallow – <a href="mailto:V.M.Swallow@leeds.ac.uk">V.M.Swallow@leeds.ac.uk</a>  <b>Board Liaison:</b> Veronica Swallow - <a href="mailto:V.M.Swallow@leeds.ac.uk">V.M.Swallow@leeds.ac.uk</a></p> <p><b><u>Education Committee</u></b>  <b>Co-Chair:</b> Lorraine Holtslander – <a href="mailto:lorraine.holtslander@usask.ca">lorraine.holtslander@usask.ca</a>  <b>Co-Chair:</b> Jill Bally – <a href="mailto:jill.bally@usask.ca">jill.bally@usask.ca</a>  <b>Board Liaison:</b> Sandra Eggenberger – <a href="mailto:sandra.eggenberger@mnsu.edu">sandra.eggenberger@mnsu.edu</a></p> <p><b><u>Membership Committee</u></b>  <b>Co-Chair:</b> Jyu-Lin Chen – <a href="mailto:Jyu-Lin.Chen@ucsf.edu">Jyu-Lin.Chen@ucsf.edu</a>  <b>Co-Chair:</b> Cheryl Corbett – <a href="mailto:Cheryl-Corbett@byu.edu">Cheryl-Corbett@byu.edu</a>  <b>Board Liaisons:</b> Cristina Garcia-Vivar – <a href="mailto:cgarvivar@unav.es">cgarvivar@unav.es</a></p> <p><b><u>Nominating Committee</u></b>  <b>Chair:</b> Elisabeth Coyne, Australia – <a href="mailto:e.coyne@griffith.edu.au">e.coyne@griffith.edu.au</a>  <b>Co-Chair:</b> Karen Dieperink - <a href="mailto:karin.dieperink@rsyd.dk">karin.dieperink@rsyd.dk</a>  <b>Board Liaison:</b> Lindsay Smith <a href="mailto:l.m.smith@utas.edu.au">l.m.smith@utas.edu.au</a></p> <p><b><u>Practice Committee</u></b>  <b>Leadership:</b>  <b>Co-Chair:</b> Maria do Céu Barbieri Figueiredo <a href="mailto:ceubarbieri@esenf.pt">ceubarbieri@esenf.pt</a>  <b>Co-Chair:</b> Yuuko Mabrey Johnson <a href="mailto:yuuko020@gmail.com">yuuko020@gmail.com</a>  <b>Board Liaison:</b> Petra Brysiewicz <a href="mailto:brysiewicz@ukzn.ac.za">brysiewicz@ukzn.ac.za</a></p> <p><b><u>Research Committee</u></b>  <b>Chair:</b> Kim Mooney-Doyle – <a href="mailto:kmooney-doyle@umaryland.edu">kmooney-doyle@umaryland.edu</a>  <b>Co-chair:</b>  <b>Board Liaison:</b> Veronica Lambert <a href="mailto:veronica.lambert@dcu.ie">veronica.lambert@dcu.ie</a></p> <p><b><u>Resource Advancement Committee</u></b>  <b>Chair:</b> Linda Young – <a href="mailto:younglk@uwec.edu">younglk@uwec.edu</a>  <b>Co-Chair:</b> Susan Sullivan-Bolyai - <a href="mailto:susan.sullivan-bolyai@umassmed.edu">susan.sullivan-bolyai@umassmed.edu</a>  <b>Board Liaison:</b> Kathy Knafel – <a href="mailto:kknafel@unc.edu">kknafel@unc.edu</a></p>
Follow up:	<p>A discussion of vacant liaisons assignments occurred. Board discussed the responsibilities, background of board members, and global nature of committees and liaisons. In addition, the student group in IFNA was recognized as a group that needs continued support and communication</p> <p>Board made the following decisions: Petra Brysiewicz will serve as liaison to the Practice committee. Lindsay Smith will serve as liaison to the Nominating Committee. Veronica Lambert will serve as liaison to the Research Committee.</p>

Person Responsible:	Jane Lassetter will ask Carole Robinson about her willingness to serve as the chair of Bylaws committee with her past experience on the committee.
Deadline:	

Agenda Topic:	<b>Strategic Planning (Attached)</b>
Discussion:	Processes for strategic planning were explored. The need for Board and standing committees to have input in the process for strategic plan of IFNA. Beth Kassalen explained strategic plan processes used by other organizations that Kassalen manages. Board needs to identify goals/objectives that have been met and not met. The need for this input prior to a strategic planning meeting was identified. Board expressed appreciation for Beth's expertise and a need for input from IFNA entities.
Follow up:	DZ will send the survey to the board to begin collecting data before next meeting. This data will be reviewed and then move forward to strategic plan processes. A goal will be strategic plan being developed with Board direction and committee input.
Person Responsible:	DZ will send survey.
Deadline:	

Agenda Topic:	<b>Awards Committee (Marie Louise Luttk)</b>
Update	No Awards Committee communication or activities since the conference in Washington. Chair Norma Krumwiede will set a meeting somewhere in the autumn to evaluate the Award procedure and the Award session in Washington and on how to move forward to the next award-event.

Agenda Topic:	<b>Resource Advancement (Kathy Knaf)</b>
Discussion:	The RAC has made initial contacts with colleagues at the Rhode Island School of Design (RISD) and the Art Institute of Chicago (AIC), regarding developing IFNA branded items (e.g., paperweight, poster) as student projects. We would like to negotiate a mutually beneficial situation – student has something to put on resume; IFNA has something they could develop and sell to members. RISD and AIC would not be responsible for manufacturing the items – just designing them. All this is very preliminary, but the RAC is seeking BOD approval to pursue.
Follow up:	Board supported the ideas.
Person Responsible:	KK will continue to pursue these ideas.
Deadline:	
Agenda Topic:	<b>UK and Ireland Chapter (Veronica Swallow)</b>
Update	Addition for the last minutes: The National Roundtable plan and work continues. Next meeting is planned for November.

Follow up:	
Person Responsible:	.

Agenda Topic:	<b>Conference Planning Committee (Veronica Swallow)</b>
Update	Some planning for IFNC15 has been done with the Conference Planning Committee. Date is planned for end of June 2021. Contract will be signed very soon. More details to come.
Follow up:	
Person Responsible:	Conference Planning Committee will be sharing details when the contract is signed. Then the work of the local planning committee work will begin. Evaluations will be reviewed, and the local committee will decide how they can contribute to the conference.
Deadline:	

Agenda Topic:	<b>IFN Foundation (S. Meiers, Ex-officio, non-voting member)</b>
Discussion:	Doodle poll has been sent. Meeting will be set upcoming. No bids were received on the consulting items that we at the conference silent auction.
Follow up:	
Person Responsible:	
Deadline:	

Agenda Topic:	<b>IFNA Climate Change Statement</b>
Discussion:	Janice Bell requested the Board of Directors consider posting a statement focused on climate change, similar to some other family /health organizations. The policy related to the development of statements made by IFNA was reviewed. With a recent webinar focused on climate change impact on the older adult in a family and focus on social determinants in health at IFNC14, the BOD supports pursuing a position statement on the influence of climate change on family health and family nursing. There may be IFNA members with expertise in the area. The need for a strategic statement that focuses on climate was noted.
Follow up:	Wendy Looman volunteered to draft ideas for “next steps” and directions for this initiative.
Person Responsible:	Wendy Looman

**Reminders**

- Strategic Plan Review / Anticipate for Fall of 2019 – October meeting will focus on strategic plan
- Nursing Now Campaign

**Next Meeting**

October 10 8a – 10am EDT